

CONFIDENTIAL

OFFICE OF SECURITY WEEKLY STAFF MEETING

OS Conference Room

1 November 1973

1. Present were:

25X1A

2. Pertinent Items of Interest:

a. Quality Step Increases

25X1A

25X1A

25X1A

25X1A

Mr. Osborn announced that Messrs. [REDACTED] 25X1A
(present), [REDACTED] (not present) and Albert
[REDACTED] (not present), all assigned to the Technical
Division, had been awarded Quality Step Increases.
The former two individuals earned their QSI's as
a result of their "find" of the hostile transmitter
in the residence of the [REDACTED] while Mr. [REDACTED]
received his award based upon the sustained
excellence of his service to the Office.

b. DD/M&S Awards Ceremony

The DD/M&S Annual Awards Ceremony will be held in
the auditorium at 1000 hours, Tuesday, 20 November
1973. Longevity certificates will be presented to
those employees with 10, 15, 20 and 25 years service
with the Agency and a number of individuals will
also receive awards based upon exceptional service
to the organization.

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c. DCI Garage

Mr. Osborn stated that Mr. Colby has directed that the DCI garage will henceforth be closed on Sundays. There are some indications that the DCI is considering eventually eliminating the garage parking altogether and having the area converted to other uses.

d. Reassignment

The following reassignment was announced by Mr. Osborn:

25X1A

[REDACTED] to the DD/S&T [REDACTED] Field Staff. 25X1A

e. DD/M&S Visitation Day

Family Visitation Day for the DD/M&S offices will be held on Saturday, 3 November 1973. Mr. Brownman and Mr. Osborn will speak to those in attendance in the auditorium, and the film "Need to Know" will be shown.

f. Federal Reserve Board

The Federal Reserve Board is seeking security officers for assignment to the Protective Staff of Chairman Burns. The salary range, depending upon prior experience, etc., is from \$10,000 to \$17,000 per annum, and the employment is creditable Federal service. Any Office employee who knows of someone who might be interested is encouraged to pass along this information.

25X1A

g. Hospitalization of [REDACTED]

25X1A

[REDACTED] suffered a serious heart attack last Sunday and is presently in the intensive care unit at Arlington Hospital. Ed's condition, while reportedly

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now somewhat stabilized, is still considered critical. The Office is rendering all possible aid to Ed's family, and the family has expressed their deep appreciation for the concern being shown.

25X1A

h.

Meetings will be held next Wednesday and Thursday, 7 and 8 November, concerning the new procedures adopted for the implementation of [REDACTED]. Representatives of the [REDACTED] will also be present to brief Office personnel. "Operation [REDACTED] encompasses the Office of Security plan for handling such matters as bomb threats, etc., and the procedures have now been revised to enable a more rapid response by the Office personnel involved.

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i. Field Offices

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Mr. [REDACTED] reported that as of this date, there are no pending staff applicant cases in the field over 60 days old. It is anticipated that the goal of completing all applicant cases within 45 days will be reached within the near future.

j. DD/S&T

25X1A

Mr. [REDACTED] advised that the recent trip by Mr. Duckett, the DD/S&T, through the Far East area went very well and was most productive. The security support rendered by both domestic and overseas elements of the Office was excellent and prompted numerous highly complimentary remarks by Mr. Duckett.

k. DDI - New Office

The Office of Political Research (OPR) was officially created as a new office within the DDI today. Mr. Ramsey Forbush has been named as the Director, OPR.

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1. Package/Briefcase Inspection

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Mr. [REDACTED] stated that a session will be held next week with all Office of Security personnel who were involved in the "package/briefcase check" at Headquarters on 16 and 17 October. The purpose of the meeting will be to discuss the procedures followed and to obtain feedback regarding the reactions of Agency employees to the check.

m. Congressional Inquiry

25X1A

Mr. [REDACTED] stated that a memorandum outlining the Agency polygraph procedures and monitoring practices has been prepared and is being sent to the DCI for forwarding to the General Accounting Office. This is in response to a questionnaire received from GAO which is conducting a survey of all government agencies on behalf of a Congressional Committee.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Minutes of OS Weekly Staff Meeting

FROM:

EXTENSION

NO.

25X1A

Plans, Programs Branch

5311

DATE

2 November 1973

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

AC/PPB

11/6/73

[Handwritten initials]

2.

DD/P&M

7 NOV 1973

3.

D/Security

8 NOV 1973

[Redacted]

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4.

DD/Security

8 NOV 1973

[Handwritten initials]

5.

6.

7.

25X1A

Mr. *[Redacted]*

8.

9.

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11.

12.

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14.

15.

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